



COLORADO
Department of Health Care
Policy & Financing
Office of Community Living
1570 Grant Street
Denver, CO 80203

July 10, 2015

Dear CDASS Member,

The purpose of this correspondence is to notify you of the open enrollment period during which you can change Financial Management Services (FMS) agencies and/or FMS employer models. Open enrollment will be occurring quarterly with the option to change FMS agencies or FMS employer models on October 1, 2015, January 1, 2016, April 1, 2016, and July 1, 2016. This letter explains the process and the timelines for any changes you select. **If you do not want to change FMS agencies or FMS models you do not need to take any action.**

FMS Agencies

There are three FMS agencies available in CDASS. You can choose to stay with your current agency or you can change agencies. The three agencies are:

- ACES\$ Financial Management Services – www.MyCIL.org – (844) 776-7595
- Morning Star Financial Services – www.morningstarfs.com – (844) 450-5444



- Public Partnerships, LLC – www.publicpartnerships.com – (720) 274-6308

Included with this letter is brief information about each of the agencies. If you want additional information about the agencies, please contact them directly.

FMS Employer Models

There are two FMS models from which you can choose: Agency with Choice (AwC) or Fiscal/Employer Agent (F/EA). You can remain with the same agency and still choose a different model or you can change both agencies and models. Information about the models is attached.

Process to Make a Change

1. Contact your case manager. Tell them what change you would like to make.
2. Contact the FMS agency you are currently working with and let them know that you want to make a change to your model or move to a new agency. There might be additional paperwork to complete if you change models, even if you stay with the same agency.
3. Contact, if applicable, the new FMS agency and let them know you want to work with them. There will be additional paperwork required by the new FMS to enroll you and your attendants.
4. Complete all necessary paperwork and submit to the FMS.



5. Verify with both the new FMS and case manager that the change will be effective for the intended start date

Timeframes

The start date with the new FMS or the new model will depend on the change you're making and the date you submit all required paperwork.

Regardless of which model you choose, the timeline for changing FMS agencies or models are as follows:

CDASS Open Enrollment Schedule	
Transition Date	Paperwork Due to New FMS By:
10/1/2015	9/1/2015
1/1/2016	12/1/2015
4/1/2016	3/1/2016
7/1/2016	6/1/2016

If you have questions or need additional information you can contact your case manager or the FMS agencies.

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